

## Work Session Meeting Minutes

May 18, 2021

A work session of the Hulmeville Borough Council was held on the above date via Zoom. This meeting was advertised in the Courier Times, notice was posted at the Borough Hall and on the Borough website.

Roll call was taken by Thomas Wheeler

**Councilmembers Present:** Thomas Wheeler, President, Dan Mandolesi, Vice President, Mayor Mahon, Doug Harris, Doug Edge, Judy Coleman and Nicholas Toth

**Councilmembers Absent:** Nick Lodise

**Councilmembers Late:** none

**Others in Attendance:** Solicitor, Robert DeBias, Secretary, Dorothy Omietanski, Fire Marshal, Bill Wheeler, John Moser and Jim Pio

**Absent:** Authority President Kurt Ludwig.

**Call to Order:** Mr. Wheeler called the meeting to order at 7:30 pm; all those present joined in the Pledge of Allegiance.

**Mr. Wheeler Stated:**

We are holding this meeting pursuant to Act 15 of 2020, and as a result of the Emergency Declaration issued by Governor Wolf. This meeting was duly advertised in the Courier Times, and by a notice posted at the Borough Hall. A recording of this meeting and a preliminary draft of the minutes will be placed on the Borough Website.

**Public Comment:** none

**Solicitor:**

- Property Maintenance Code – On June 7<sup>th</sup> Council should vote to advertise the property maintenance ordinance for adoption at the July 12<sup>th</sup> Council meeting.
- Taser & Use of Force Policy – Chief Baran distributed the Taser and Use of Force Policies which had highlighted the areas that were changed.
- Snow and Ice Contract – The snow and ice contract will expire this year. Council needs to review the current contract, make any changes and decide if they want a 1-, 3- or 5-year contract. The new contract should be in place by November. The expired contract will be circulated to Council members.
- In Person Meetings – The emergence declaration is anticipated to end at the end of the month. According to Fire Marshal Wheeler masks are no longer required inside. If council

decides to go back to in person meetings a notice should be posted on the website and on the Borough door. Fire Marshal Wheeler did forward to Council members before the meeting the current SOP that was written at the start of COVID. He has made two modified plans for council to consider given our current situation. Fire Marshal Wheeler did talk to someone from PA Association of Boroughs who told him council could offer a hybrid meeting where four Council members are in person and all other members and staff are on zoom from home. Fire Marshal Wheeler is recommending if council does have in person meetings, they go with his second modification which has everyone three feet apart. Everyone vaccinated does not have to wear a mask but if you have not been vaccinated a mask is recommended. The layout would allow five rows of five chairs for the public which would total 25 people. The Mayor and solicitor would be seated to the left, council up front and treasurer and secretary to right. The chief and fire marshal would be in the back utilizing the narrow tables. The main issue with hybrid is feedback from the four people being in the same room on zoom. Mr., Toth has some extra equipment that he could try to utilize to set something up to assist the members at Borough Hall. Fire Marshal Wheeler also stated he could purchase plastic dividers at a cost of \$600 to place between council members. Council agreed the dividers would not be necessary and they liked modification 2 for set up. Ms. Coleman suggested remaining on zoom for one more month since council does not know yet what decisions are going to be made at the end of the month by the government officials.

**Motion made by Mr. Mandolesi and seconded by Mr. Harris to continue to have the June 7<sup>th</sup> regular council meeting and June 15<sup>th</sup> work sessions via zoom; motion passed with all in favor 6-0-0.**

**Mayor:**

Plant Give Away – Mayor Mahon wanted to thank all the volunteers who helped run the event and everyone who attended the plant give away on Saturday.

**New Business:**

- Memorial Park Monuments – Mayor Mahon had a discussion with Ed Preston who has offered to assist with adding names to the memorial plaques at the memorial parks. The Mayor discussed Ed’s proposal with Ms. Heald and they both agree that Mr. Preston can proceed with his offer. Mr. Preston will coordinate selecting the names to be added and will have the name plates created.
- RDA Applications – The next year’s applications will be coming out in August. Council needs to start considering what they would like to request for 2022. A few items suggested was maintenance on Borough Hall building, paving of streets or video equipment for meetings.
- Preemption Device – Mr. Moser wanted to make council aware that the preemption device at Trenton and Bellevue does not work. The cameras are not positioned correctly to pick up the light activation. Mr. Moser offered to work with Mr. Wheeler to try to determine the issue. Mr. Wheeler told council the last time he asked Armour to move a camera they couldn’t without a PennDOT approved plan.

### **Old Business:**

- Lawn Care – Mr. Mandolesi has not been able to meet with Mark Boone. Mr. Boone had all his catalytic converters stolen from all of his vehicles so he has been too busy to meet. The grass is still being cut on time.
- Street Light – The light across from the Hulmeville Inn on the mill side is on during the day. Mr. Mandolesi stated the photo cell may need to be replaced.
- Camera and Keyless Entry systems – The committee did receive three bids for both systems. The committee has decided to award both projects to one vendor. The lowest bid was Vector Securities at a cost of \$17,850 which is roughly \$9,000 below the RDA grant amount. The second lowest bid was ADT at a cost of \$18,022, however their system is cloud based and has a monthly fee attached to the cost. The committee is recommending going with Vector Securities for both projects. Mr. Mandolesi asked if the extra funds could be used to purchase extended warranties on the systems. Currently the systems are covered with a 1-year warranty. Fire Marshal Wheeler stated that they could also use the extra funds to purchase an additional camera to be placed on the garage to provide a better view of the soccer fields. The company also offers a new technology called wave technology. The Borough could upgrade the system to the wave technology, which would be more user friendly.

**Motion made by Mr. Harris and seconded by Mr. Mandolesi to sign a contract with Vector Securities for the keyless entry and camera systems at a cost of \$17,850; motion passed with all in favor 6-0-0.**

- Borough Manager Position – The committee could not meet to discuss the pay scale and job description for the Borough Manager position. They have rescheduled their meeting for June 2<sup>nd</sup> at 7 pm at Borough Hall. Once they make a recommendation on the pay rate council will need to have an executive meeting to discuss.
- Memorial Day Parade – Mayor Mahon confirmed that Sarah Omietanski, Stanley Omietanski, Mr. Mandolesi, Mr. Harris and possibly Mr. Lodise will be participating in the parade. Everyone needs to meet at 8am for start time of 9am. Ms. Omietanski informed council that Pennel Post 436 has invited everyone to attend the Memorial Day service following the parade. If they have any questions, they are to call Jack Pashley. The Mayor has asked Mr. Robbins if the Borough can use his vehicle to sell flags, cookbooks and tshirts. She also still needs to confirm that selling items is approved by the parade committee. If approved Ms. Coleman and Fire Marshal Wheeler will be driving through town during the parade selling 150<sup>th</sup> merchandise. At 3 pm at Borough Hall there will be a BYO picnic. Mayor Mahon asked Fire Marshal Wheeler to set up cones to mark family spots. There will be a musician as well.
- LED Lights for RDA Grant – Mr. Wheeler is working on gathering the prices for the LED lights.

**Correspondence:** none

**There being no further official business the meeting was adjourned at 9:12 pm; motion made by Mr. Mandolesi and seconded by Mr. Harris; carried 6-0-0.**

Respectfully Submitted

Dorothy Omietanski  
Secretary Hulmeville Borough